



AUTOMATED INFORMATION MANAGEMENT

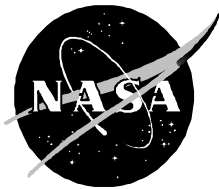
**VERSION DESCRIPTION DOCUMENT
FOR THE CONSOLIDATED AGENCY
PERSONNEL/PAYROLL SYSTEM**

Release 3.2.1

AIM-CAPPS-VDD`-13

PrISMS Contract

November 1996



National Aeronautics and
Space Administration

George C. Marshall Space Flight Center
Huntsville, AL 35812

**VERSION DESCRIPTION DOCUMENT FOR THE
CONSOLIDATED AGENCY PERSONNEL/PAYROLL SYSTEM
RELEASE 3.2.1
(DRD 38K 06)**

Submitted by

Nathalyne Cucarola Functional Area Lead	Date
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Reviewed by

CSC

Anita Webster Agencywide IRM, HR	Date	Jim Cofer Configuration Management	Date
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Hector Garcia Agencywide IRM	Date	Richard Bishop DBA	Date
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Prepared by

Computer Sciences Corporation, Contract NAS8-60000

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
HUNTSVILLE, ALABAMA

November 1996

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Approved by

Sheila Fogle
Consolidated Center
Project Manager

Date

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
HUNTSVILLE, ALABAMA

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1.0 INTRODUCTION

This Version Description Document (VDD) describes the changes and installation procedures for this release of the Consolidated Agency Personnel/Payroll System (CAPPS). This section identifies the release, describes its purpose, defines its scope, and identifies its contact points.

1.1 IDENTIFICATION OF THE RELEASE

This software release is identified as CAPPS, Release 3.2.1 and has an effective release date of November 26, 1996. Scheduled implementation should be by December 15, 1996.

1.2 PURPOSE OF THE RELEASE

This release implements modifications necessitated by the following Change Control Request (CCRs):

- 96000244 (CR) Modify JCL to allow printing of SF113-A and SF113-G reports at MSFC.
- 96000245 (CR) Correct edits for Availability Pay NOACs 818 and 819 prior to submitting CPDF dynamics records to OPM.
- 96000246 (CR) Correct the Organization CPDF office code being reported to OPM.

1.3 SCOPE

This release provides the functional and technical user of CAPPS with information regarding the contents, status, and structure of Release 3.2.1, including the following:

- Changes implemented since release 3.2.0.
- Validation procedures to ensure the reliability of release changes.
- References to other documentation affected by this release.
- Detailed software installation instructions.

No waivers are associated with this release.

1.4 CONTACT POINTS

Sustaining Engineering for CAPPS is provided through the NACC Technical Services Center located at Marshall Space Flight Center (MSFC). Questions regarding the function and/or the technical aspects as well as the installation of this release should be directed to:

The NACC Technical Services Center (Use following Key Words: SESAAS & CAPPS)

Telephone: (205) 544-6673

E Mail: nathalyne.cucarola@msf.nasa.gov

FAX: (205) 544-1836

2.0 FUNCTIONAL INFORMATION

This section includes details regarding functional changes, functional interfaces, critical issues, affected documents, and application system administration.

2.1 FUNCTIONAL CHANGES

Please refer to Appendix C, Functional Change Validation Procedures, for a description of all functional changes related to this release. Appendix D, Installation Instructions, describes all Software PREDICT and SYSERR changes related to this release.

2.2 FUNCTIONAL INTERFACES

This release has no functional impact on interfaces with any Automated Information Management (AIM) application.

2.3 CRITICAL ISSUES

There are not critical issues associated with this release.

2.4 AFFECTED DOCUMENTS

No documents are affected by this release:

2.5 APPLICATION SYSTEM ADMINISTRATION

Application system administration changes associated with this release are discussed in Appendix D, Installation Instructions.

3.0 TECHNICAL INFORMATION

This section includes details regarding technical system interfaces, data dictionary changes, software object changes, and database administration activities.

3.1 TECHNICAL SYSTEM INTERFACES

This section describes changes to the CAPPS interfaces with NPPS and OPM.

3.2.1 NPPS Interface

Not applicable with this release.

3.2.2 OPM Interface

Not applicable with this release.

3.2 DATA DICTIONARY CHANGES

There are no data dictionary changes in this release.

3.3 SOFTWARE OBJECT CHANGES

Modules affected by this release are included in Appendix D, Section 2.2.

3.4 DATABASE ADMINISTRATION

This section describes the database administration activities for installation of this release.

3.4.1 Release Dataset Names

Refer to Appendix D, Introduction section, for the release dataset names.

3.4.2 Inventory of Objects

Refer to Appendix D, Paragraph 2.1, for an inventory of Natural object types.

3.4.3 Storage Considerations

The changes represented by this release should not affect storage requirements.

3.4.4 Installation Procedures

Refer to Appendix D, Installation Instructions for CAPPS Software Release 3.2.1 for detailed software installation procedures.

3.5 OPERATIONAL PREPARATION

Refer to the procedure described in section 3.4.4 for assistance in preparing for proper installation and operational use of this release.

4.0 KNOWN AND OPEN PROBLEMS

The are no known or open problems related to this release.

APPENDIX A

ABBREVIATIONS AND ACRONYMS

ABBREVIATIONS AND ACRONYMS

AIM	Automated Information Management
BJS	Batch Job Submitter
CAPPS	Consolidated Agency Personnel/Payroll System
CCR	Change Control Request
CR	Change Request
DR	Discrepancy Report
FAX	Electronic Facsimile Transmission
HQ	NASA Headquarters
ICD	Interface Control Document
JCL	Job Control Language
JSC	Johnson Space Center
MSFC	Marshall Space Flight Center
NACC	NASA Automated Data Processing (ADP) Consolidation Center
NASA	National Aeronautics and Space Administration
NPPS	NASA Personnel/Payroll System
OPM	Office of Personnel Management
SESAAS	Sustaining Engineering Support for Agencywide Administrative Systems
SSPO	Space Station Program Office
SRS	System/Software Requirements Specification
UOG	User and Operations Guide
VDD	Version Description Document

APPENDIX B

GLOSSARY

GLOSSARY

Database Administration

Responsibility for maintaining the physical database environment.

Implementation

The process by which a NASA site installs an AIM software release and places it into operational use.

Operational Preparation

Preparation by a NASA site for installation and use of an AIM application release.

System Administration

Responsibility for administrative functions such as application security and table data maintenance associated with an AIM application.

Waiver

A written authorization, from the AIM Program Director, for a Development Installation to deviate from a specific AIM standard or guideline in the implementation of an AIM software application—waivers may be permanent or temporary.

APPENDIX C
FUNCTIONAL CHANGE VALIDATION
PROCEDURES

FUNCTIONAL CHANGE VALIDATION PROCEDURES

Index of validation procedures for changes in this release.

Section	CCR	Title
1.0	96000244	Modify JCL to allow printing of SF113-A and SF113-G reports at MSFC.
2.0	96000245	Correct edits for Availability Pay NOACs 818 and 819 prior to submitting CPDF dynamic records to OPM.
3.0	96000246	Correct the Organization CPDF office code being reported to OPM.

Details for the validation procedures are listed below:

1.0 CCR Number 96000244 Modify JCL to allow printing of SF113-A and SF113-G reports at MSFC.

Currently the SF113-A and SF113-G reports are being printed at Headquarters and then faxed to MSFC. This CCR requires a modification to the JCL within job JP00002 that will allow the reports to be printed at MSFC. See Appendix D, section 7.0 Release-Specific Procedures for installation procedures to modify this JCL. If this JCL is modified prior to validating the following CCR change, the validation of the output print may be included in the validation.

2.0 CCR Number 96000245 Correct edits for Availability Pay NOACs 818 and 819 prior to submitting CPDF dynamic records to OPM.

The existing program edits for submitting availability pay are incorrect.

Description of Enhancement

The program edits for the authorization and termination of availability pay have been modified to only perform these edits on NOAC 818 and NOAC 819.

Functional Impact

There is no functional impact as a result of this CCR.

- **Validation Procedures (MONTHLY)**

Verify that you have an 885 NOAC with an award amount on the input CAPPS.TX.AGCY file being submitted from the installations.

1. Log on to CAPPS.
2. Enter COMMAND D for "BATCH JOB SUBMITTER". Press <ENTER>
3. Enter COMMAND B for "JOB SCHEDULING". Press <ENTER>.
4. Enter COMMAND B for "SCHEDULE PROCESS". Press <ENTER>.
5. Enter OPTION S by JOB TITLE "ACCEPT INPUT FROM NDM", JOB NUMBER "CP00001" to schedule CP00001. Press <ENTER>.
6. Enter COMMAND P for "PAY PERIOD". Press <ENTER>.

7. The "SCHEDULE CP00001" screen shows FILE TYPEs = ACT, STS and TX and all PRCS FLAGs = "Y". Press <PF4>.
8. A confirmation window displays updated PRCS FLAGs. Default is "Y". Press <ENTER>.
9. Job Submittal window is displayed. Press <ENTER>.
10. A window shows that CP00001 has been scheduled and shows its Job Number for this execution. Press ENTER.
11. Press <PF3> to return to "JOB SCHEDULING".
12. Enter COMMAND A for "JOB". When Job CP00001 completes enter OPTION L to check Job Log Messages. Scroll <PF8> through Log.
13. Press <PF3> to return to "JOB QUEUE".
14. Press <PF3> to return to "SCHEDULE PROCESS".
15. Enter COMMAND Bfor "SCHEDULE PROCESS".
16. Enter OPTION S by JOB TITLE "Process Files", JOB NUMBER "CP00002" to schedule the job. Press <ENTER>A window shows the schedule type and reporting period dates that CP00002 will process. "Continue?" is defaulted to "Y". Press <ENTER>.
17. Job Submittal window is displayed. Press <ENTER>
18. A window shows that CP00002 has been scheduled and shows its job number for this execution. Press <ENTER>.
19. Press <PF3> to return to "JOB SCHEDULING".
20. Enter COMMAND A for "JOB QUEUE".
21. When CP00002 completes, enter OPTION L for the job number to check Job Log Messages. Scroll <PF8>Log.
22. Press <PF3> to return to "JOB QUEUE".

Verify that the job has successfully processed.

Verify that you have an 885 NOAC with an award amount on the CAPPS.OPM.TX.FILE.

Verify that the SF113-A and SF113-G reports are printed out at MSFC.

3.0 CCR Number 96000246 Correct the Organization CPDF office code being reported to OPM.

The existing program determines the Office Code for the submitting installation based on the installation identification code that has been loaded into an array. With the current array limit, installation 7600 is being reported incorrectly.

Description of Enhancement

The program has been modified to handle the maximum array limit.

Functional Impact

There is no functional impact as a result of this CCR.

• Validation Procedures (MONTHLY)

1. Log on to CAPPS.
2. Enter COMMAND Dfor "BATCH JOB SUBMITTER". Press <ENTER>
3. Enter COMMAND Bfor "JOB SCHEDULING". Press <ENTER>.

4. Enter COMMAND B for "SCHEDULE PROCESS". Press <ENTER>.
5. Enter OPTION S by JOB TITLE "ACCEPT INPUT FROM NDM", JOB NUMBER "CP00001" to schedule CP00001. Press <ENTER>.
6. Enter COMMAND P for "PAY PERIOD". Press <ENTER>.
7. The "SCHEDULE CP00001" screen shows FILE TYPEs = ACT, STS and TX and all PRCS FLAGs = "Y". Press <PF4>.
8. A confirmation window displays updated PRCS FLAGs. Default is "Y". Press <ENTER>.
9. Job Submittal window is displayed. Press <ENTER>.
10. A window shows that CP00001 has been scheduled and shows its Job Number for this execution. Press ENTER.
11. Press <PF3> to return to "JOB SCHEDULING".
12. Enter COMMAND A for "JOB". When Job CP00001 completes enter OPTION L to check Job Log Messages. Scroll <PF8> through Log.
13. Press <PF3> to return to "JOB QUEUE".
14. Press <PF3> to return to "SCHEDULE PROCESS".
15. Enter COMMAND B for "SCHEDULE PROCESS".
16. Enter OPTION S by JOB TITLE "Process Files", JOB NUMBER "CP00002" to schedule the job. Press <ENTER>A window shows the schedule type and reporting period dates that CP00002 will process. "Continue?" is defaulted to "Y". Press <ENTER>.
17. Job Submittal window is displayed. Press <ENTER>.
18. A window shows that CP00002 has been scheduled and shows its job number for this execution. Press <ENTER>.
19. Press <PF3> to return to "JOB SCHEDULING".
20. Enter COMMAND A for "JOB QUEUE".
21. When CP00002 completes, enter OPTION L for the job number to check Job Log Messages. Scroll <PF8> Log.
22. Press <PF3> to return to "JOB QUEUE".

Verify that the job has successfully processed.

Verify that installation 7600 (NN76) has a valid office code on the dataset that is to be sent to OPM.

APPENDIX D
INSTALLATION INSTRUCTIONS
FOR CAPPS SOFTWARE RELEASE 3.2.1

INSTALLATION INSTRUCTIONS AND CHECKLIST FOR CAPPS SOFTWARE RELEASE 3.2.1

Introduction

Release information:

System Name: CAPPS
Release Number: 3.2.1
Release Date: November 26, 1996
Effective Date: Prior to processing PAYPERIOD NDM input from the installations.

The following datasets are located on the AIM Central Distribution Facility as AIM data sets.

- AIMS.CAPPS.PROD.REL321.REL1196.SRC
- AIMS.CAPPS.PROD.REL321.REL1196.DOC

Person to notify in case of installation problems:

Nathalyne Cucarola (205) 544-8424
Rick Bishop (205) 544-5352
FAX Number (205) 544-1836

Installation Sequence

The sequence in which the installation of this release should occur is provided in the following list. A checklist is provided in section 9.0 to assist in tracking the installation of this release.

- 1.0 Back Up Existing Data
- 2.0 Copy Source/Object Code
- 3.0 Pre-Predict Data Conversion
- 4.0 Install Predict
- 5.0 Catalog Source Code
- 6.0 Post-Predict Data Conversion
- 7.0 Perform Release-Specific Procedures
- 8.0 Local JCL Mods
- 9.0 Installation Checklist

1.0 Back Up Existing Data

It is advisable to back up all CAPPs files as a precautionary measure prior to installation.

2.0 Copy Source/Object Code

2.1 Copy Source Code

Load the CAPPs source library from dataset AIMS.CAPPs.PROD.REL321.REL1196.SRC. The source programs were unloaded using the Natural utility NATUNLD. The programs will be loaded to the application library CAPPs, replacing any existing programs of the same name. The source module counts included in this release are listed below:

Natural Source Modules by type	
COPYCODE	0
GLOBALS	0
HELP	0
LDA	0
MAP	0
PDA	0
PROGRAM	2
SUB PGM	0
SUBROUTINES	0
Total:	2

2.2 List of Source Code Modifications

The following are the modules added, modified and deleted.

Added Modules

There are no new modules associated with this release.

Changed Modules

1. CAPP2110 Store CAPPS-INPT-TX-FILE non-transfer data on the CAPPS-OPM-TX-FILE
2. CAPP2200 Store CAPPS-INPT-STS-FILE data on the CAPPS-OPM-STS-FILE

Deleted Modules

There are no modules deleted with this release.

2.3 Copy Object Modules

Not applicable with this release.

3.0 Pre-Predict Data Conversion

Not applicable with this release.

4.0 Install Predict

Not applicable with this release.

5.0 Catalog Source Code

Run a batch job to catalog (CATALL) all modules in the CAPPS or other named library. It is not necessary to catalog the Global Data Area. The AIM Batch standard parameters should be used for the compile.

After all objects are compiled, the CAPPS application will run under the AIM Online standard parameter.

6.0 Post-Predict Data Conversion

There is no post-Predict data conversion required.

7.0 Perform Release-Specific Procedures

The following sections are Release-Specific Installation Procedures needed for this release.

7.1 Update BJS JCL

CCR 96000244 Modify JCL to allow printing of SF113-A and SF113-G reports at MSFC. This CCR requires JCL modifications to Job CP00002, Process Files. The following steps describe the procedure to copy JCL from CAPPS/Batch Job Submitter (BJS) to a dataset. The JCL is copied to the dataset so changes may be made using the ISPF editor.

1. Allocate a flat file to hold the JCL. The attributes of the file are
DCB=(RECFM=FB,LRECL=251,BLKSIZE=2510,DSORG=PS)
2. Modify a Natural log on CLIST so that Work File 1 is assigned to the file that was allocated.

For example: ALLOC F(CMWKF01)DA('ILESSAR.CAPPSJCL')SHR

3. Using the CLIST, log on to the CAPPS library
4. On the Natural command line, execute BJSPDDWL to load the CPPS/JCL for JP00002 to the dataset that was allocated.

BJSPDDWL will display a screen, JCL Dump Utility, for entering information to select the JCL to copy. From the JCLDump Utility screen, enter the following.

5. System/Site to dump = BJS/CAPPSHQ
6. JCL Name Range First = JP00002

The JCL for Job JP00002 will be copied to the dataset allocated to hold the JCL.

7.1.2 Modify JP00002 JCL

Do not alter the first line of the JCL. It is used by the upload program, BJSPDUPL, to identify the start of the JCL for a job.

The following steps describe the changes for JP00002.

1. In STEP11, copy the "DD" statement for the print CMPRT01. Change the "DD" statement just copied from SYSOUT=X, to SYSOUT=(7,PSBOK1C),DEST=U1108, the remainder of the statement stays the same. Disable the original "DD" statement by entering an "*" in column 3 of the JCL immediately following the //.

2. In STEP12, copy the “DD” statement for the print CMPRT01. Change the “DD” statement just copied from SYSOUT=X, to SYSOUT=(7,PSBOK1C),DEST=U1108, the remainder of the statement stays the same. Disable the original “DD” statement by entering an “*” in column 3 of the JCL immediately following the //.

7.1.3 Copy JCL to CAPPS/BJS

The following steps describe the procedure to copy JCL from a dataset to CAPPS/BJS.

1. Log on to the CAPPS library using the CLIST that has Work File 1 assigned to the dataset that was modified.
2. On the Natural command line, execute BJSPDUPL to load the modified JCL to CAPPS/BJS.

BJSPDUPL will display the name of the JCL to be replaced.

The current version of the JCL for JP00002 will be deleted and will be replaced by the modified version.

7.1.4 Review the JCL

The following is a list of steps to view the JCL that was loaded.

1. Log on to CAPPS.
2. Select Option D, Batch Job Submitter.
3. Select Option C, Maintenance Function.
4. Select Option A, JCL Maintenance.
5. Select Option B, Browse JCL.
6. Enter the name of the JCL to browse (for example JP00002).
7. Browse the JCL to verify the required changes.

7.2 Update Release Number

Update the CAPPS release number. This number is maintained in SYSTABLES and is displayed on the CAPPS logo screen.

The following is a list of steps to update the CAPPS release number.

1. Execute program CAPP1525 from the Natural Command line.
2. Enter "03.20.10" when the program requests the release number.

3. Verify that the correct release number is displayed by viewing the CAPPS logo screen after logging on to CAPPS.

8.0 Local JCL Mods

There are no local JCL mods with this release.

9.0 Installation Checklist

- | | |
|-----|-----------------------|
| 1.0 | Back Up Existing Data |
| 2.1 | Copy Source Code |
| 5.0 | Catalog Source Code |
| 7.1 | Update BJS JCL |
| 7.2 | Update Release Number |